## **Video and Imaging**

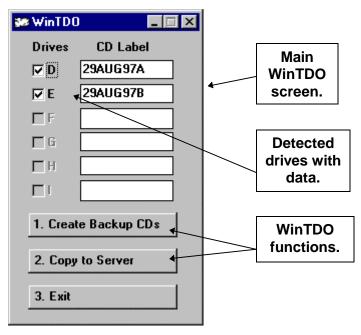
Remove the Shuttle drives from the videolog computer (use the key to unlock the drives). Shutdown the Duplication PC in the office.



Remove the existing Shuttle drives from the Duplication PC. Insert the drives just removed from the videolog computer and restart The Duplication PC.



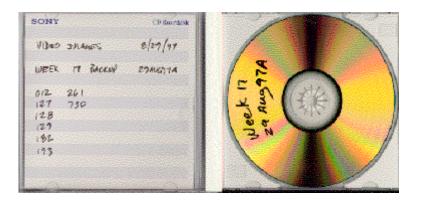
Log on using the password:. Start WinTDO software by double clicking the WinTDO icon (shown above.)



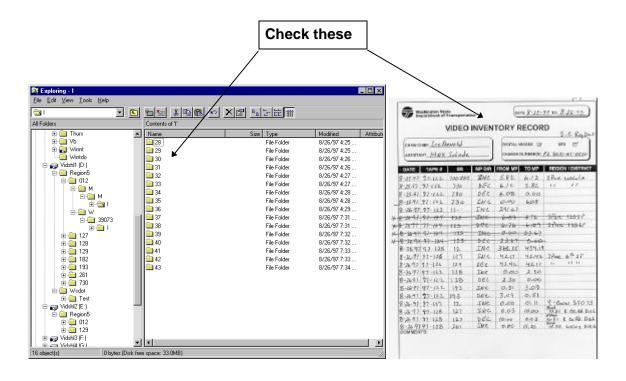
Note which drives are checked and how many.

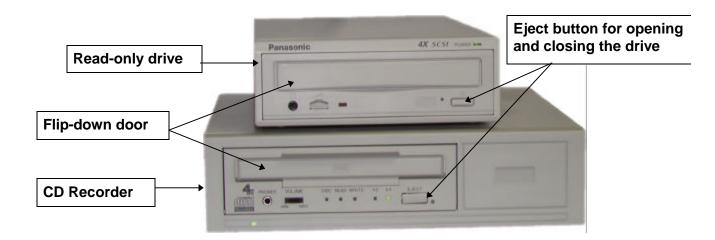
Prepare an equal number of blank CDs and Label them accordingly (see example below).

*Note:* Use a soft fine point permanent marker to label the gold side of the CD.

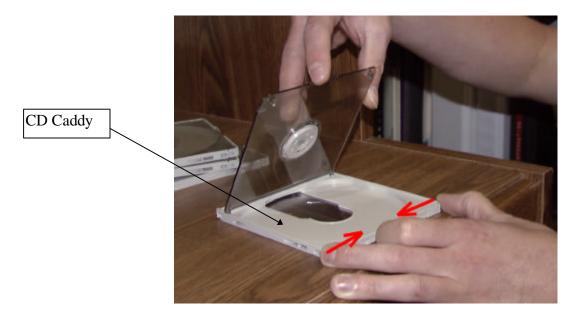


Open Explorer and check out each of the data drives. Verify that the routes listed in the video inventory record are all on the data drives. This assures that all routes that were filmed on video, were also imaged. Be aware that the routes filmed may be spread over more than one drive.





There are two external CD drives connected to the Duplication PC. The top one is a "read-only" drive. The one on the bottom is the recordable drive.



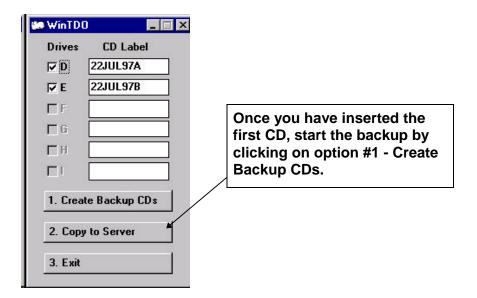
Open a CD Caddy (see photo above) by simultaneously pushing the two front corners of the lower piece in the direction indicated using one hand and lift the lid (clear) using the tab in the middle of the front edge with the other hand.



Insert one of the labeled, blank, CDs lable side up, into the caddy and close the lid. Repeat this procedure using a different caddy for each remaining CD to be recorded.



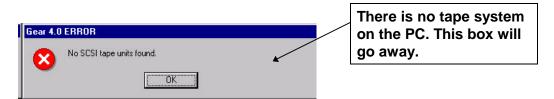
Load the caddy with the first CD into the recordable drive by opening the door with one hand and inserting the caddy with the other hand. The process will copy one drive onto each CD starting with the first drive (D), so make sure the first CD is labeled to match the first drive to be copied.

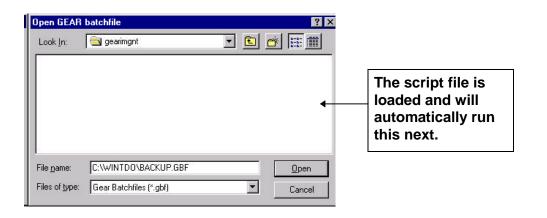


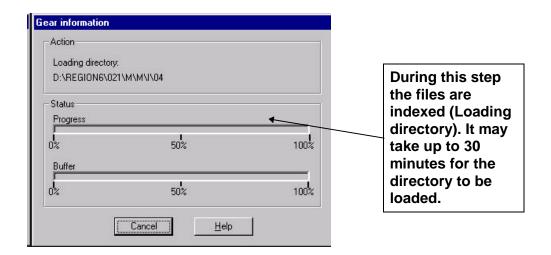
WinTDO will start the Gear software (this software automates the system) and will automatically run a script that will create the CDs. The following screens will AUTOMATICALLY go by.

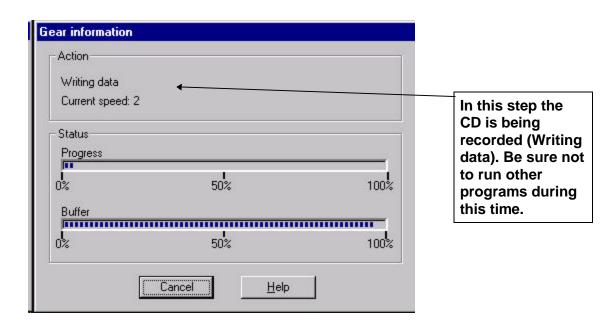
*Imortant:* Don't touch the **keyboard**.

The following series of windows will appear and close automatically as the process is carried out.



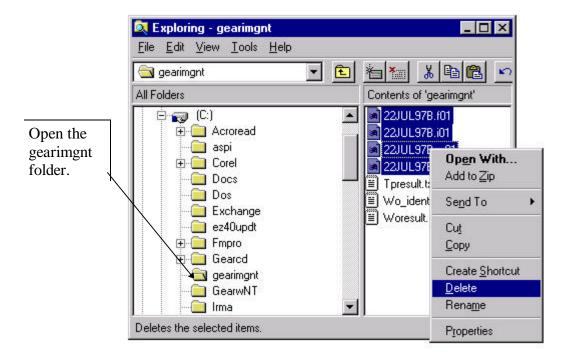






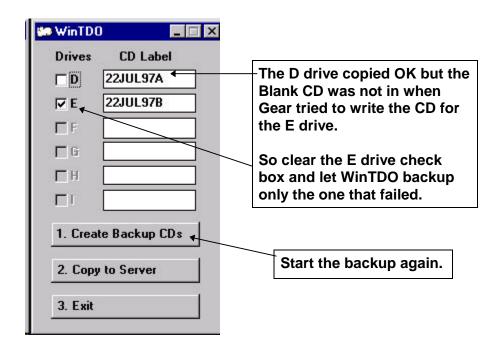
When the first CD is done it will automatically be ejected. At this time, while directories are loaded, insert the caddy with the next CD. Repeat until all CDs are done.

If there is an error, go into Explorer and delete any files in C:\GEARIMGNT

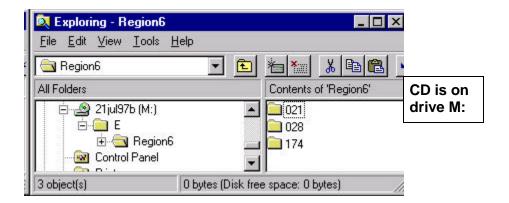


After highlighting the data files click once on the right mouse button, then select delete.

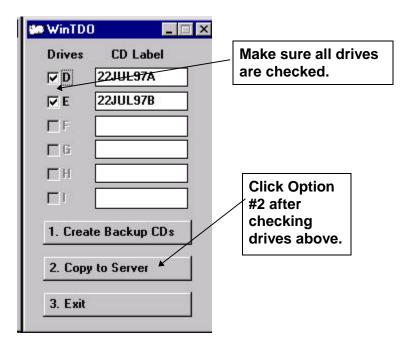
Back your way out of Gear and close it. In WinTDO *uncheck* the boxes next to the drives that have been successfully copied by clicking on the appropriate box.



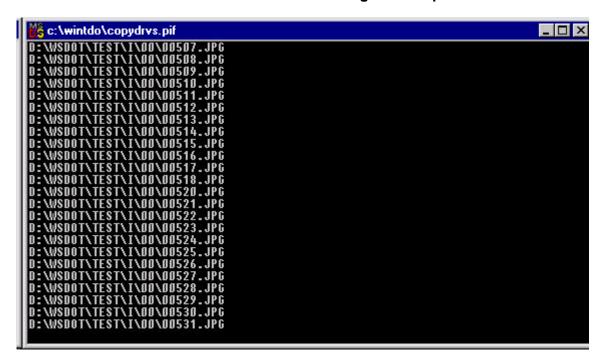
Verify each CD from Explorer using the top CD ROM drive (M). Use the eject button to open the drive, lay the CD in the top drive by pushing the eject button on the front of the drive, wait for its volume to show up, then check out the subdirectories. You may have to reinsert the CD a couple of times for it to show up.



The last step is to start the "Copy to Server" Process. In WinTDO make sure all drives with data are checked then choose option #2 - Copy to Server.



After clicking on number 2. Copy to Server the images will be copied to the server via a batch file. The screen below will exist for over an hour while the images are copied.

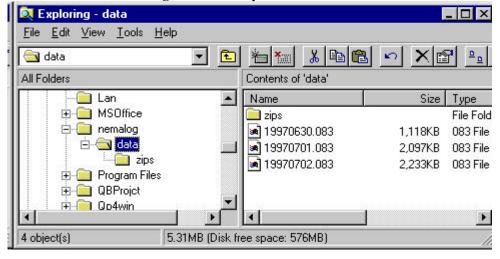


## Copying GPS Data to Floppy if NEMA laptop system is used

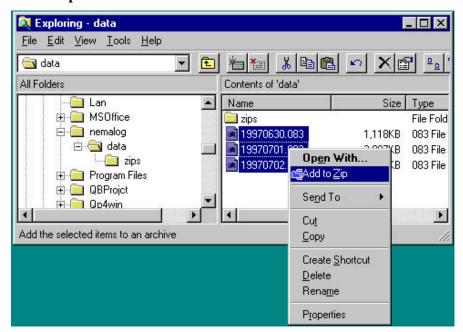
Use this guide to copy the GPS data to a floppy from the Laptop in the van.



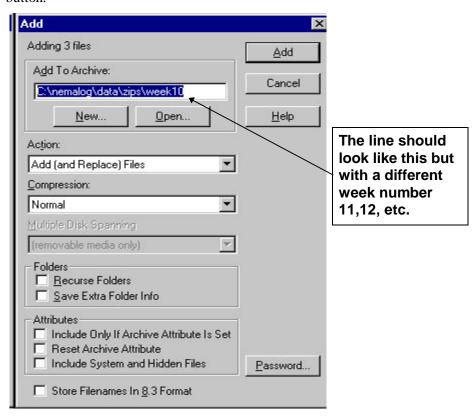
1. Double Click on the Windows Explorer Icon to start Explorer. Locate the **C:\Nemalog\Data** directory.

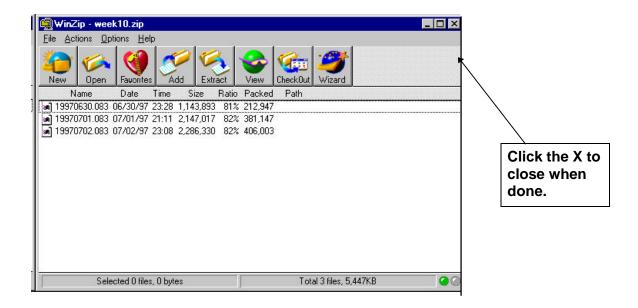


2. Hold the CTRL key and mouse click on each of the files with an .083 extension files, then *right* mouse click on the *highlighted* block of .083 files. Now choose Add to Zip.

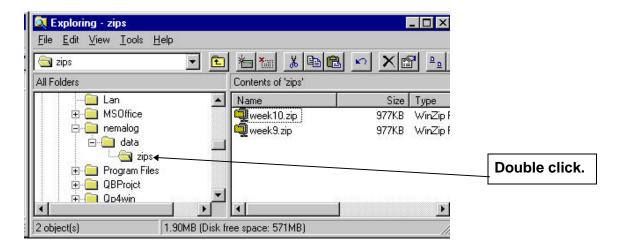


3. In the *Add to Archive*: box type out **C:\nemalog\data\zips\weekXX**. Replace the XX with the current video week number (10 as of 7/14/97). Then click the *Add* button.

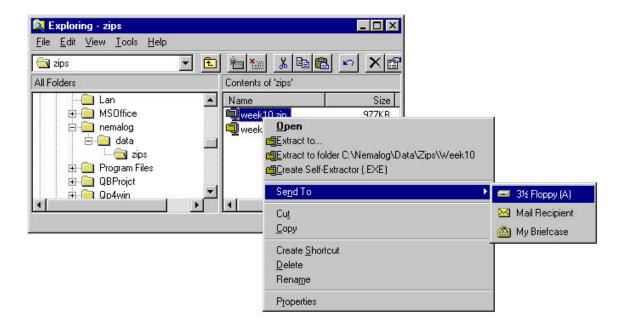




4. After clicking Add, WinZip will start and zip up the files. When WinZip is done. Close it by clicking on the *X*.



5. In Explorer, *double* click the Zips directory, it should become an *open* folder.



6. Place a blank 3½ disk labeled "**WeekXX GPS Data**." Now *right* click on the Zip file you just created (based on the XX used) and choose *Send to Zip*, then choose *3½ Floppy* (*A*).

You should see a box like that below as the file is being copied to the floppy.

